

## **Intramural JSPS – FAQs**

Q. May I apply to the JSPS Fellowship if I am not a full-time paid researcher at NIH?

A. Yes, you may apply if you work or have obtained consent to work under a researcher employed at NIH. If you are presently employed in a full-time paid position at NIH, you must resign that post before the fellowships begins.

Q. Is it possible to apply for both a JSPS Postdoctoral Fellowship for Research Abroad and a JSPS Fellowship for Japanese Biomedical and Behavioral Researchers at NIH?

A. Yes, but if selected for both, you must decline one of them. Please note, however, that once you accept one of these fellowships, you are not eligible to reapply for either.

Q. I am presently working as a full-time researcher. May I apply? Can I stay on the payroll and receive the fellowship stipend at the same time?

A. If you are a researcher employed full-time at a Japanese national, public or private university, national laboratory or other organization actively engaged in research, you may apply and, if selected, continue to receive your salary. If, however, you are a full-time researcher at a university or other organization outside Japan, you may apply but must resign your post before the fellowships begins.

Q. May I accept other fellowships besides the JSPS Fellowship?

A. No. If you are presently receiving a fellowship, you must withdraw from it before the JSPS fellowship begins. An exception is made for NIH subsidies to supplement your health insurance, etc.

Q. Am I obliged to repay my stipend?

A. No. If, however, you resign your fellowship in mid-term, you must return the unused portion of your stipend. Please note that you must pay the bank transfer fees involved in making the reimbursement.

Q. Will JSPS make the necessary visa and other arrangements for me to live in the US?

A. JSPS is not able to offer such services. When applying for a visa, keep in mind that processing may take some time. If you are already living in the US, you may need to extend your authorized period of stay or change your visa status. If you need a letter from JSPS to certify your fellowship award for the purpose of arranging a visa, please submit the form “Application for Certificate.”

Q. What are the employment conditions?

A. They are not openly accessible.

Q. Can I extend my fellowship tenure?

A. In principle, the tenure is two years. With the exception of maternity and infant-care leave, this period cannot be extended.

Q. Does JSPS cover my health insurance?

A. No, you must purchase your own health insurance.

Q. Does JSPS pay for a roundtrip ticket between Japan and the US?

A. No, it does not.

Q. How long should the “research report” I write be?

A. There is no prescribed length or format. The report may be written in Japanese or English on A4 sheets of paper.

Q. Besides devoting full time to my research work and submitting a research report, am I obligated to do anything else during my tenure?

A. No. However, even after your fellowship ends, we would appreciate it if you would send us copies of any papers or articles you write that are published in magazines, newspapers or other media. Also, please notify us when you change position or address.

Q. To where should I send my documents such as my research report, article copies, and change of address?

A. Please send them to JSPS’s Washington DC Office. If, however, you are in a hurry, away from the US on temporary leave, or have just completed your tenure, JSPS’s Tokyo Office will accept them.

Q. How do I receive my stipend? Must I specify a bank account in the US?

A. JSPS provides each Fellow with a monthly stipend of ¥379,000 (and pays the transfer fee). To receive this deposit, you may choose a bank account in either the US or Japan. If you specify a bank account in the US, JSPS will convert your yen-based stipend into dollars at the exchange rate on the day the payment is processed. JSPS will not make any adjustments for later fluctuations in the exchange rate.

Q. Are there any age limits?

A. As stated in the application form, candidates must be **under** 34 years of age as of April 1, of the application year (or under 36 years of age if they hold a doctoral degree in such fields as medicine, dental science, or veterinary medicine.) Irrespective of the reason, applications are not accepted from persons over the age limit.

Q. In the Japanese application, Form 3, items 12-14 refer to the Japanese institute and position. Does this mean that the applicant must hold a position in Japan or be in Japan when he/she is applying? In the English application, Form A1, item 5 asks to write the US address which suggests I have to be living in the US when applying.

A. The applicant should write his current status at NIH for Items 12-14 on Form 3. He/she does not need to be in Japan at the time of application. If he/she lives in the U.S., he/she should write his/her US address.

Q. I'm a dentist and 35 years old as of April 1<sup>st</sup> of the fellowship application year. I become 36 years old on April 14th. Can I apply?

A. Yes, you are eligible to apply. Candidates must be under 34 years of age as of April 1, of the fellowship application year or under 36 years of age for candidates with a doctoral degree in such fields as medicine, dental science, or veterinary medicine.

Q. What are the guidelines and format specifications for the application?

A. As stated in the announcement, the guidelines, format and what to submit are as follows:  
Application (English version): The maximum length of the research plan (Item #15) is 3 typed pages, single space, 11+ font, and 1” margins. The proposal should consist of

background information, a first year plan, second year plan, expected outcomes, and a maximum of 10 citations. The research title (Item #6) must be stated.

Letter of Invitation: Submit only one letter of invitation from your NIH host researcher. The letter must state a commitment by the host lab to sponsor you. The invitation may not be contingent on the receipt of a JSPS fellowship award.

Degree Certification: Doctoral diploma with original seal and signature.

Application (*Japanese version*): Cover sheet and 8-page application.

Q. How many fellowships are awarded yearly?

A. 20 fellowships are awarded, but due to budgetary constraints this number has been officially decreased to 15 fellowship awards.

Q. What are the review criteria?

A. The panel of NIH reviewers look at the quality and feasibility of the proposed research project; the applicants past scientific record; the suitability of the sponsoring laboratory; and evidence that the applicant is prepared to do the proposed research.